

Index School District #63  
Index, Washington

Certificated Application

Name:

\_\_\_\_\_

\_\_\_\_\_ Last First  
Middle

Present Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ City State  
Zip

Other name(s) under which records may be listed:

\_\_\_\_\_

Email Address: \_\_\_\_\_ Social Security  
Number: \_\_\_\_\_

PREFERENCES

- IF you are appropriately certificated and are interested in being considered for one or more of the areas listed below, indicate you preference -1 (one) being your first choice:

Elementary P,K 1

Elementary 2, 3,4

Middle School 5, 6, 7,8  
 Special Education Specialist  
 \_\_\_\_\_ (Specify Area)

\*Are you interested in substitute teaching? \_\_\_\_ Yes \_\_\_\_ No

**Educational Training**

Name of Institution # Years Completed

| High School<br>City /State |  | Dates<br>Attended<br>Mo./Yr. To<br>Mo./Yr. | Degree Earned<br>Date (Mo./Yr.) | Major | Minor |
|----------------------------|--|--|---------------------------------|-------|-------|
| College<br>City/State      |  |  |                                 |       |       |
| College<br>City/State      |  |  |                                 |       |       |
| College<br>City/State      |  |  |                                 |       |       |

• Undergraduate GPA \_\_\_\_\_ Post Graduate GPA \_\_\_\_\_  
 \_\_\_\_\_ Are you a Veteran? \_\_\_\_\_

**CERTIFICATION**  
 (For Nurses, OT, PT, please also list licenses.)



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**OTHER EXPERIENCE**

- List other work experiences.

| Dates From/To | Location City/State | Name of Employer | No. of Years | Full Time | Part Time | Type of Work | Reason For Leaving |
|---------------|---------------------|------------------|--------------|-----------|-----------|--------------|--------------------|
|               |                     |                  |              |           |           |              |                    |
|               |                     |                  |              |           |           |              |                    |
|               |                     |                  |              |           |           |              |                    |

- Special Training:

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- Extra-curricular experience coaching/participation:

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Questions

- Describe your experience/willingness to team teach or work in a collaborative setting:
  
- Describe two ways you can integrate curriculum in your classroom:
  
- Describe your level of skills/and or experience using technology as a tool to improve student learning:

REFERENCES

- List references including principles, supervision teachers, and college supervisors under whom you have taught or persons who have firsthand knowledge of your personal and professional competencies.

| Name | Address<br>Street/City/State/Zip | Official<br>Position | Home/Business/Cell<br>Phone |
|------|----------------------------------|----------------------|-----------------------------|
|      |                                  |                      |                             |
|      |                                  |                      |                             |
|      |                                  |                      |                             |

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- Have you been convicted of any crime involving child abuse, child molestation, assault, rape, coercion, embezzlement, fraud, theft, robbery, extortion, blackmail, or any crime which involved drugs?  
\_\_\_ Yes \_\_\_ No If yes, explain the nature of crime, place, and date. A conviction record will not necessarily bar you from District employment:

## GENERAL INFORMATION

1. Complete this application in its entirety. "See Resume" is not acceptable. A resume or portfolio is required. The resume should include: employment record, education training, professional experience, special interests, volunteer work, professional objective, and other information you believe pertinent to the position for which you are applying.
2. Submit a copy of official certificate or permit with endorsements and expiration date posted.
3. Applications will be retained in the district office for one year following the date of receipt and may be renewed at an applicant's request.
4. Request forwarding of your placement file to the district office to complete the application process.
5. When job openings occur, completed applications on file may be reviewed and individual interviews scheduled at the invitation of the Index School District.
6. Selection for interviews will be based on data provided on the application, copy of valid Washington State Certification, letter of

- interest, placement file, and resume. Interviews will be conducted by persons designated by the personal interview.
7. When applicable, other evaluations may be administered during or before the time of a personal interview.
  8. Successful candidates will be recommended to the Superintendent and Board of Directors for official appointment.
  9. If appointed, that applicant agrees to accept assignments to subjects and activities made by the Superintendent and Board of Directors.

I hereby certify that all the information I have provided this application is true and correct. I give my permission for Index School District to contact any references or prior employers given in conjunction with this application. I further agree that if an offer of employment is made to me, I will provide verification of my certification, education, and experience. I also agree that falsification of any part of this application shall be sufficient cause for dismissal. References and personal information which become a part of this application will be regarded confidential and shall not be revealed to me.

Signature of Applicant

Date:

**THE INDEX SCHOOL DISTRICT IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

Index School District No. 063 does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Administrative Assistant -436 Index Ave – PO Box 237 Index, WA 360-793-1330 [ltate@index.k12.wa.us](mailto:ltate@index.k12.wa.us)

Civil Rights Compliance Coordinator - Superintendent/Principal - -Brad Jernberg

PO Box 237 436 Index Ave Index, WA 98256

360-793-1330

[bjernberg@index.k12.wa.us](mailto:bjernberg@index.k12.wa.us)

Section 504/ADA Coordinator - Special Education Director – Colleen Moore

PO Box 237 436 Index Ave Index, WA 98256

360-793-1330

[cmoore@index.k12.wa.us](mailto:cmoore@index.k12.wa.us)

Title IX Coordinator - Administrative Assistant – Linda Tate

PO Box 237 436 Index Ave Index, WA 98256

360-793-1330

[ltate@index.k12.wa.us](mailto:ltate@index.k12.wa.us)

Index School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact our Superintendent.